

**City of Fort Lauderdale
Community Services Board
April 20, 2015 – 3:30 P.M.
City Commission Chambers – City Hall
Fort Lauderdale, FL 33301**

Special Meeting

<u>MEMBERS</u>	<u>PRESENT/ABSENT</u>
Wendy Gonsher, Chair	P
Jasmin Shirley, Vice Chair	P
Benjamin Bean	A
Mark Fillers	P
Wanda Francis	P
Nicholas Gattozi	A
Gwendolyn Haynes	P
Jason King (arr. 4:05)	P
Chris Lovell	P
Richard Morris	P
Fred Roccanti	P
Noah Szugajew	P
Joseph S. Van de Bogart	P

Staff Present

Mario DeSantis, Liaison and Housing Administrator
Marcia Gair, Administrative Aide
Jamie Opperee, Recording Secretary, Prototype, Inc.

Communication to City Commission

None.

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

- **Quorum Requirement – As of April 14, 2015, there are 13 appointed members to the Board, which means 7 constitutes a quorum**

Chair Gonsher called the meeting to order at 4:00 p.m. The Pledge of Allegiance was recited and roll was called.

II. WELCOME / BOARD AND STAFF INTRODUCTIONS

The Staff members present introduced themselves at this time.

III. CDBG FUNDING RECOMMENDATIONS / ALLOCATIONS

Mr. DeSantis advised that the scoring sheet was revised and redistributed due to a calculation error. The maximum score available to agencies is 95.

Chair Gonsher confirmed that the Board's funding recommendations and allocations will require City Commission approval. Total funds available for allocation are \$140,606. It was noted that two agencies received an average score below the minimum threshold of 75.

Motion made by Mr. Szugajew, seconded by Mr. Fillers, to take these [applications] out of the running. In a voice vote, the **motion** passed unanimously.

Mr. King arrived at 4:05 p.m.

Chair Gonsher reviewed the average scores for the remaining Applicants:

- | | |
|--|----|
| • Jack and Jill Children's Center | 92 |
| • Broward Partnership for the Homeless | 90 |
| • Care Resource | 83 |
| • Women in Distress | 92 |

Motion made by Mr. Fillers, seconded by Ms. Haynes, that the funds that are available [are] to be split equally across the four organizations.

The Board discussed the **motion**, noting that some agencies scored significantly higher than others; in addition, it was suggested Care Resource is a new Applicant, and should be considered differently for this reason, as they have no proven track record with the Community Development Block Grant (CDBG) funding. Mr. Lovell added that some agencies may be more able than others to work with lesser funds than they had requested, and advised that he would be inclined to fully fund two of the agencies and reduce the funds allocated to the remaining two.

Mr. Roccanti asked if a funding precedent has been established in previous years. Chair Gonsher replied that in the past, the Board has attempted to fund the highest-scoring Applicant in each CDBG category, although this has not always been successful, as there may be a significant discrepancy between the highest scores in different categories. She noted that the need demonstrated by Care Resource seemed to be less urgent than the need of other agencies, and that they could develop the first year of their program with a lesser amount than requested in order to establish a track record.

Mr. King noted that his score was not correctly reflected in Care Resource's average. It was noted, however, that any resulting change to the average score would be minimal.

In a roll call vote, the **motion** failed 3-8 (Chair Gonsher, Vice Chair Shirley, Ms. Francis, Mr. Lovell, Mr. Morris, Mr. Roccanti, Mr. Szugajew, and Mr. Van de Bogart dissenting).

Motion made by Mr. Lovell to propose a distribution that would go as follows: that both Women in Distress and Broward Partnership for the Homeless receive funding in the amount of \$50,000; that Jack and Jill Children's Center receive funding in the amount of \$30,000; and that Care Resource receive funding in the amount of \$10,606. (The **motion** died for lack of second.)

Motion made by Mr. Van de Bogart, seconded by Vice Chair Shirley, that the Board fund Jack and Jill \$50,000, fund Women in Distress \$50,000, fund Broward Partnership for the Homeless for \$30,000, and fund Care Resource for \$10,606.

The Board discussed the **motion**, with Mr. Lovell pointing out the importance of Broward Partnership for the Homeless to the City and the need for this agency to receive full funding. Mr. Van de Bogart asserted, however, that due to the average scores each agency received, the proposed allocations would be fair. Mr. Roccanti stated that he would be in favor of providing the three highest-scoring agencies with the same amount and less for Care Resource, as its average score was lower.

In a roll call vote, the **motion** failed 2-9 (Chair Gonsher, Mr. Fillers, Ms. Francis, Ms. Haynes, Mr. King, Mr. Lovell, Mr. Morris, Mr. Roccanti, and Mr. Szugajew dissenting).

The members discussed the work done by the four agencies and their benefits to the community, as well as what it could mean for some agencies if they do not receive the full amount of funding they requested.

Motion made by Ms. Francis, seconded by Mr. Roccanti, to recommend that the Board fund Jack and Jill with \$45,000, Women in Distress with \$45,000, Broward Partnership for the Homeless with \$40,000, and Care Resource with \$10,606.

In a roll call vote, the **motion** passed 8-3 (Chair Gonsher, Mr. Fillers, and Mr. Lovell dissenting).

IV. CDBG PERFORMANCE INDICATORS

The Board reviewed the performance indicators of each funded agency with their representatives, who were present in the audience.

Michael Calderon, Chief Operating Officer of Broward Partnership for the Homeless, explained that the agency's performance indicators were intended to be consistent with their County operating agreement. Some indicators were reduced from the previous year due to changes in the agency's most recent contract negotiations with Broward County.

Chair Gonsher noted that some of the agency's performance indicators reflected the number of clients rather than measurable outcomes achieved by those clients. She cited bus passes provided to clients as an example, explaining that what the Board

wished to see was the difference these passes made to the clients. Mr. Calderon advised that this could be difficult to determine, as it was possible to provide a client with a number of bus passes for job interviews, but the client still may not be hired.

It was noted that passes may also be used by clients with medical appointments. The Board discussed the difficulty of determining whether or not clients kept these appointments due to Health Insurance Portability and Accountability Act of 1996 (HIPAA) restrictions. Mr. Calderon advised that the agency may not receive this or other medical information.

He added that while clients sign logs when they leave the facility for an appointment or interview, the agency has no foolproof method to determine that they attended these appointments; additionally, there is no way to track the progress of clients who self-discharge from the facility. Mr. DeSantis advised that the indicators could be modified to reflect the number of clients who use bus passes to attend appointments or interviews. It was suggested that medical facilities could be asked to sign off on attendance at appointments in a similar manner to interviewers.

Jennifer Swercheck, Development Manager of Jack and Jill Children's Center, added that a previous indicator, which measured developmental progress in relation to months spent in a given program, was modified to instead determine if a child met or exceeded age-appropriate developmental milestones, which was based on pre- and post-program testing scores rather than months in the program. Ms. Swercheck and Executive Director Heather Siskind agreed to work with Mr. DeSantis to revise the agency's performance indicators in order to more accurately reflect the performance of children who enter the program below their appropriate developmental milestones.

Chair Gonsler confirmed that Broward Partnership for the Homeless and Jack and Jill Children's Center would be able to carry out their programs with the reduced funds allotted to them.

Dolores DeFerrari, Program Director for Women in Distress of Broward County, also confirmed that the agency would be able to use a lesser amount of funds than they had requested. She reviewed the agency's performance indicators with the Board, explaining that because they function on an empowerment model, clients are able to come and go from the facility without deadlines or checking in. The agency can typically contact only 15% of clients after they leave the facility, as not all clients provide contact information when they leave. Clients leaving the facility are asked to sign a release that ensures the agency is not held liable after their departure. Approximately 15%-20% of clients sign this release.

Mr. DeSantis expressed concern with a performance indicator that referred to ensuring safe transitional housing during departure, suggesting that this be amended to "prior to departure." Ms. DeFerrari explained that this documentation is prepared during the departure phase or the client's final meeting with an advocate.

Tom Pietrogallo, Director of Psychosocial Services at Care Resource, agreed that the agency can start its planned program with their allotted \$10,606. He requested that the agency be allowed additional flexibility with the type of assistance it provides, and revised the number of clients served with food or housing listed in the performance indicators to 212. He noted, for example, that 80% of clients served by Care Resource are linked to ongoing services through the agency's emergency service.

Mr. DeSantis agreed to work with Care Resource further to develop appropriate performance indicators. Ms. Francis suggested the addition of an indicator reflecting the time frame in which clients are linked to ongoing services and maintain these services.

Mr. DeSantis advised that the Board's funding recommendations will be presented to the City Commission at the May 19, 2015 meeting, which begins 1:30 p.m. He encouraged a Board designee and participating agencies to attend this meeting. Chair Gonsher stated that she would attend this meeting.

V. HOPWA UPDATE

Mr. DeSantis reported that the City's Procurement Department has confirmed that any Board member recusing him- or herself from the RFP review process due to a perceived conflict of interest may participate in the gallery, and the Board may divert questions or clarifications to this person or persons if necessary. This individual, however, would not be able to score or evaluate the RFP responses.

He continued that the RFP is expected to go out by April 27, 2015, with review dates set for Wednesday, May 27 and possibly Thursday, May 28. The duration of this meeting or meetings will be determined by the responses to the RFP. He asked which Board members will be able to attend these meetings, explaining that the Annual Action Plan must be ready for submission to the City Commission by June 16 in order to execute contracts in a timely manner. Applications will be provided to the Board members by Friday, May 15.

Because the Board serves as the RFP Evaluation Committee, a quorum would be necessary; however, Mr. DeSantis recommended that the Board appoint those members who can attend both meetings as the evaluation panel, in which case a quorum of Board members would not be required. It was determined that Chair Gonsher, Mr. Fillers, Ms. Francis, Mr. Lovell, Mr. Szugajew, and Mr. Van de Bogart could serve on the Evaluation Committee, with the possible addition of Mr. King as well as the two members who were absent from today's meeting.

Motion made by Mr. Fillers, seconded by Ms. Francis, that those names that were read be the committee to do the evaluation. In a voice vote, the **motion** passed unanimously.

At this time Dr. Rosalind Osgood, representing Mount Olive Development Corporation (MODCO), addressed a concern with the Board, stating that funds were granted to this agency for the rehabilitation of a Housing Opportunity for Persons with HIV/AIDS (HOPWA) facility. She reported that after the City reviewed the scope of work necessary for this project, the agency will need an additional \$95,233.15 to complete it. This is due to the installation of 10 individual electrical meters for HOPWA clients so they may contribute to their utility costs. She requested that the Board consider funding this amount.

Mr. DeSantis advised that these funds could be allocated from unexpended funds in previous years. The agency had allocated \$283,000 for the project before the addition of this cost. HOPWA subsidizes a percentage of rent and utilities for clients, who are responsible for paying the balance. Without individual meters, it is not possible to prove a client's share of utilities expenses to the Department of Housing and Urban Development (HUD).

Motion made by Vice Chair Shirley, seconded by Mr. King, that the Board provide the \$95,000-plus dollars from the contingency funds for the additional unspent funding.

Mr. DeSantis clarified that this would be a one-time allocation taken from unspent funds left over from previous years. He did not have a total dollar amount of unspent funds at this time. He noted that it is also possible for the Board to allocate up to a specific amount for MODCO and Broward House.

The following **amendment** to the **motion** was proposed by Vice Chair Shirley and Mr. Fillers: \$150,000 in unused [un]spent funds with a minimum of \$95,300 for MODCO and the balance, if any, to Broward House.

It was explained that Broward House plans to install either central air conditioning or "mini-splits" in its facility, which would also require an additional allocation of funds.

Mr. Fillers proposed a second **amendment** to the **motion**: to put the \$150,000 in there to get the notice out, without the \$95,300 minimum for MODCO, and the Board come back to both bids and allocate the \$150,000. Vice Chair Shirley did not accept this **amendment**.

In a voice vote, the **motion** passed 7-4 (Chair Gonsher, Mr. Fillers, Mr. Roccanti, and Mr. Szugajew dissenting).

VI. MAY MEETING SCHEDULE

Mr. DeSantis recommended that the Board cancel its regular May 11 meeting in light of the two-day HOPWA review meetings. The Board members agreed by unanimous consensus. The next regular meeting will be on June 8, 2015.

VII. GOOD OF THE ORDER

Mr. King reported that the AIDS Health Care Foundation is hosting a Town Hall meeting later tonight to discuss issues related to the intersection of the Ryan White program with the Affordable Care Act.

VIII. PUBLIC COMMENTS

None.

IX. ITEMS FOR THE NEXT AGENDA

Mr. DeSantis advised that he will work with the agencies and with Mr. Brown to complete the CDBG performance indicators in time for the presentation of funding allocations to the City Commission on May 19.

X. COMMUNICATIONS TO CITY COMMISSION

None.

XI. ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 5:42 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]